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ORLEANS TOWN CLERK

AFFORDABLE HOUSING TRUST BOARD
With SELECT BOARD
MINUTES
May 16, 2023 4:30 p.m.

The Affordable Housing Trust Board (AHTB) held a hybrid meeting on Tuesday, May 16, 2023 at 4:30 PM in the Nauset Room at Town Hall and via Zoom. Real-time public access was provided by Orleans Channel 18 on the Town website. A quorum from the Affordable Housing Trust Board was present with Mr. McClennen, Mr. Ghory, Mr. Brehm, Mr. Herman, and Mr. Jurkowski in the Nauset Room and Mr. Cole attending via zoom. Mr. Meservey and Ms. Allgeier were also present. Members of the Select Board were present but not formally part of the meeting. These included Ms. Reed, Mr. Herman, Mr. Mathison and Mr. Runyon. Acting Town Administrator Mr. Sumner was also present.

Call to Order – the chair called the meeting to order at 4:35pm

Public Comment – there were no presenters for public comment.

Town Meeting review and discussion – Mr. McClennen summarized an “incredibly successful” Town Meeting with all articles relating to affordable housing being passed. He noted some future actions that will be required. These include waiting for the results of the ballot question regarding the additional \$225K funding for affordable housing annually. He also observed that the Town voted approval of the Trust addressing Attainable Housing. This will have to wait for a Home Rule petition to pass the State Legislature before anything can be undertaken. At that point, the AHT charge will need to be amended. No funds have been appropriated to underwrite expenditures relating to Attainable Housing. It was agreed the AHTB should begin planning for the future so that the Trust “can hit the ground running” when approval comes.

66 & 76 Route 6A - review and discussion– Mr. Meservey outlined the steps through RFP to a Land Disposition Agreement (LDA) now that Town Meeting has authorized the Select Board and AHTB to go to market with 66 & 76 Route 6A. He also noted the necessary name change from the familiar “Governor Prence” property to the official “66 & 76 Route 6A”.

a. Selection Committee and advisors - A Selection Committee will be needed to review the RFP’s and make a recommendation to the Town Manager. This could include AHTB members and two staff (the Direct of Planning and Community Development and the Community Housing Manager). There was some discussion whether the Select Board would want to be represented on the Selection Committee. Mr. Meservey reviewed the need for an updated appraisal for the LDA and said Mike Sutton could update his previous appraisal for about \$5,000. He also said an architect with urban design skills was available and might charge about \$5,000 to help the Selection Committee review RFP submissions. Third, a financial analyst might require about \$10,000 to advise the Selection Committee on financing options and the viability of the proposed projects. In short, at its June meeting the AHTB will need to consider a vote to approve up to \$25,000 for expert advisors to the Selection Committee for the 66 & 76 Route 6A RFP.

The make-up of the Selection Committee will also be determined and approved then.

b. Lease v Sale/Fee Simple – Ms. Allgeier discussed fee simple versus leasing as methods for conveying the property. She cited respondents to the RFI who indicated a fee simple sale was easier to work with, but also noted they could readily accommodate a leasing arrangement. Ms. Allgeier explained some of the benefits of leasing, which enables the property owner to be more involved in decision-making about the project, but also requires many duties as landlord, such as rent collection, insurance, oversight of property management, and financial liability. Select Board members made public comments about the need to maintain the property to appropriate standards and ways to ensure the RFP or leasing agreement maximizes the interests/concerns of the Town. Several people reminded the meeting of the priority from the Governor Prence Committee that site design be attractive. Discussion centered on whether the Town wants to be a landlord or not. In either case (fee simple transfer or lease), Ms. Allgeier explained, the price for disposition is likely to be much less than the appraised value at transfer of the property. Developers will request a reduced price in their financing plan.

Work on the RFP will continue. The result is likely to be a lengthy document that allows for a variety of housing configurations and flexibility of design. The decision about leasing or fee simple was tabled until the June meeting.

Update about Pennrose – Mr. McClennen reported Pennrose had a new equity investor and a preliminary construction agreement for the project on West Road. Wellfleet CPC and Town Meeting approved some funding for the project. There remains a funding shortfall of approximately \$1.5million. RFPs for Barnstable ARPA funding are due by June 15, 2023 and Pennrose will apply for funding to close this gap through this channel.

Update about HAC/107 Main Street – The DHCD decision on financing is still pending but is expected in the next two weeks. Signage is up at the site and a subcontractor has toured the site regarding demolition.

Matters arising

Mr. Meservey said funds transferred to the AHTB by the CPC to cover housing rehabilitation loans are now exhausted. It is time for the Trust to consider extending loan service management with HECH and establishing an ongoing loan program.

Mr. Meservey also informed the Trust that a new monitoring agent will be needed for the Town's affordable housing properties, due to the resignation of the previous agent. In the past, the Town has contracted with the Housing Assistance Corporation to serve as a broker or agent for the resale of affordable housing properties. He suggested a 2% fee monitoring contract with HAC could be explored with an estimated price of \$250 per unit (\$3000 per year). He was given a go-ahead to explore this approach.

The reporting schedule for major deliverables from the Housing Needs Update has been set. These will be presented at a series of key meetings that correspond to dates of either AHTB meetings or Affordable Housing Commission meetings (appended below). Mr. Ghory requested that a quorum of representatives of the AHTB be present at each of these meetings to provide

formal guidance and feedback on proposed Housing Stock Goals and a proposed Ten-Year Plan that will guide the Trust's future work.

Mr. McClennen will investigate inviting someone to share information about Rental Assistance Programs at a future meeting.

There followed a discussion about the employment challenges facing the innovative Cape Cod Village project which provides affordable housing for people with certain disabilities. The site offers 16 affordable housing units in four buildings. Currently two buildings are vacant with a waitlist of residents, due to a shortage of staff who cannot afford their own housing in the area. This is another example of employees and workers who cannot afford to live and work in our community.

Approval of April Minutes

Mr. Ghory moved to approve the minutes of April 18, 2023. Mr. Herman seconded the motion. The vote was by roll call with Mr. Cole, Mr. Brehm, Mr. Ghory, Mr. McClennen, Mr. Herman, and Mr. Jurkowski voting Aye. Motion carried: 6-0-0.

Adjourn

Mr. Herman moved to adjourn the meeting. The chair declared the meeting adjourned by consensus at 5.57pm.

*Respectfully submitted,
Jennifer Fountain and Ward Ghory*

JOINT MEETINGS ON UPDATE OF HOUSING NEEDS

AFFORDABLE HOUSING COMMITTEE AND AFFORDABLE HOUSING TRUST BOARD

MEETING DATE	TIME	TOPIC	COMMENTS
<i>July 18, 2023</i>	<i>4:30 pm</i>	<i>Data Analysis Report</i>	<i>regular AHTB meeting</i>
<i>August 1, 2023</i>	<i>4:30 pm</i>	<i>Housing Stock Goals</i>	<i>regular AHC meeting</i>
<i>October 3, 2023</i>	<i>4:30 pm</i>	<i>Public Forum Results; Goals and Strategies</i>	<i>regular AHC meeting</i>
<i>Nov 7, 2023</i>	<i>4:30 pm</i>	<i>Ten-Year Plan</i>	<i>regular AHC meeting</i>
<i>Dec 19, 2023</i>	<i>4:30 pm</i>	<i>Updates and Reports</i>	<i>regular AHTB meeting</i>